

Memorandum

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To: DEPUTY DISTRICT DIRECTORS, Construction
DEPUTY DIVISION CHIEF, Structure Construction
CONSTRUCTION MANAGERS
SENIOR CONSTRUCTION ENGINEERS
RESIDENT ENGINEERS

Date: December 13, 2023

File: Division of Construction
CPD 23-12



From: RAMON HOPKINS, Chief
Division of Construction

Subject: **POSITIVE WORK ZONE PROTECTION**

This directive provides information on the requirements when changes are made to positive work zone protection or when additional positive work zone protection or mitigation measures are added to a contract. The selection of positive work zone protection and mitigation measures is documented on Form CEM-1302, "Construction Work Zone Positive Protection Determination," which is sealed by a registered professional engineer. During construction, changes to positive work zone protection may occur because of ordered changes or differing-site conditions. The resident engineer is responsible for documenting revisions, additions, or exceptions for work zone positive protection or mitigation measures. Collaboration with the project design engineer and district traffic operations is encouraged.

The attached Form CEM-1303, "Positive Work Zone Protection Supplement," provides a standard format for documenting changes to positive work zone protection during construction. This form allows the resident engineer to modify positive work zone protection based on:

1. Required use by policy and specifications
2. Pedestrian and bicyclist protection
3. Work zone activity engineering risk analysis
4. Engineering judgement

For positive work zone protection based on an engineering risk analysis, perform an updated engineering risk analysis using Form CEM-1303 when changes are needed for positive work zone protection or mitigation measures required for construction work activities. Form CEM-1302 has information for the original engineering risk analysis performed for construction activities.

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When the resident engineer has determined that an exception to providing positive work zone protection that was included in the contract bid documents is necessary, provide the reason for the exception on Form CEM-1303. The approval of the exception by the deputy district directors of Traffic Operations and Construction are also required.

When a positive work zone protection supplement is necessary, the resident engineer must work with the project engineer to determine who is best suited to complete the documentation. Changes to work zones and work activities that are requested by design should include the completed CEM-1303. File completed CEM-1303 in the project records Category 13, "Signs and Striping."

Design Information Bulletin 91, "Guidelines on the Use of Positive Work zone Protection (PWP) & Mitigation Measures," provides typical use, relative costs, benefits, and other considerations for the use of positive protection devices and is available at:

https://dot.ca.gov/-/media/dot-media/programs/design/documents/final-dib-91_06282021_a11y.pdf

If you have questions or comments regarding this directive, contact John Rodriguez, Division of Construction, at John.Rodriguez@dot.ca.gov or (916) 809-6264.

Attachment:

Form CEM-1303, "Positive Work Zone Protection Supplement"